

APPROVED



**Board of Directors Meeting – May 30, 2024**  
**Via Webex Platform - GENERAL SESSION MINUTES**

**BOARD MEMBERS PRESENT:** Matt Wood, President; Robert Feltes, Vice President; Joe Affinati, Treasurer; Kathleen Hernandez, Secretary; Ryan Hall, Director; and Barbara Stough, Director

**GUESTS:** Anthony Martin, AZ Project Solutions; Jonathan Cooper, Third Degree Recreation; Jeff Hatfield, Ruben Arrieto, and Anthony Munzo from AAA Landscape

**FIRSTSERVICE RESIDENTIAL:** Barbara Daoust, General Manager; and Timothy Holt, Assistant Community Manager

**I. BOARD PRESIDENT ANNOUNCEMENT AND REMARKS**

The meeting was called to order by Board President Matt Wood at 5:30 PM.

**II. ROLL CALL AND ADOPT AGENDA**

One topic was added to the agenda under the Project Administration Report, 1. Desert Fairway Solar Controller.  
*A motion was made by Matt Wood and seconded by Kathleen Hernandez to approve the agenda as amended. The motion was approved unanimously.*

**III. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS**

*A motion was made by Matt Wood and seconded by Rob Feltes to approve the April 25, and May 13, 2024, meeting minutes as presented. The motion was approved unanimously.*

**IV. CONSENT AGENDA ITEMS**

- A. Ratify the Approval of Executive Session Minutes: April 24, and May 13, 2024
- B. Ratify the Approval of the Compliance Committee Results/Fines for May 2024 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for May 2024- Recommendations were presented at the Executive Session.

*A motion was made by Matt Wood, seconded by Rob Feltes to approve the consent agenda items A-C. The motion passed unanimously.*

**V. HOMEOWNER FORUM**

Comment made by homeowner from the Monticello neighborhood about conditions of properties. The board commented that her previous remarks have not been ignored and will be addressed in the future.

**VI. REPORTS**

**A. Management Report** – Written Management report was presented and posted on the association’s website.

➤ **Announcement** - On May 20, 2024, Timothy Holt joined the VCA team as Assistant Community Manager. The below bio is posted on the website.

Born in the Great Lakes region of Ohio, Timothy is a true desert transplant and has called Tucson, Arizona home now for over 20 years. With a background of property management, hospitality, and customer service, Timothy has showcased his passion for serving the community to his utmost ability. He enjoys nature & being outdoors along with traveling and experiencing the simple pleasures in life. He currently has three furry pets that he calls his children who are Jaydie, Arnie and Tito.

His favorite color is Blue and loves seafood! He lives his life by reminding himself of a quote he came across in his early twenties and is this... Always be the student in life.”

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- **Board of Directors** - Ted Dann recently resigned from the VCA Board and Treasurer's position. We thank him for his contributions and efforts in serving the members of the community. Joe Affinati was appointed Treasurer and Kathleen Hernandez as Secretary.
- **Rancho Vistoso Blvd. Streetlights** - In March the VCA owned streetlights were shut off along RVB. Options are being explored on the removal and disposal of the poles along with an analysis for pulling copper wire from the system.  
Over the past three years the board has considered several options to address the streetlight issue. Currently management is soliciting proposals to relight the neighborhood monuments at Las Colinas, Sunset Ridge and Vistoso Highlands that were tied into the streetlighting system.
- **Entryway Monuments** - The board has selected AAA Landscape to refurbish the entry way monument located at RVB and Tangerine Roads. On May 17<sup>th</sup> the irrigation has been shut off to the RVB and Tangerine monuments in preparation of the project's first phase to have the turf die. Granite will be installed along with low voltage lighting and plantings. The focus of this project is to reduce water consumption in this location. Territorial Sign Company has completed refreshing the monument signs at RVB & Oracle, RVB & Tangerine, and RVB & Vistoso Highlands.
- **Capital Projects**  
Irrigation – The irrigation repairs along Innovation Park Dr. and Desert Fairway have been completed by AAA Landscape. A walk-through inspection is scheduled for the week of May 20. On Innovation Park Dr approximately 2,100 linear feet of irrigation line was repaired and about 2,300 linear feet on the north side of Desert Fairway Dr between Toucan Dr. and W Sand Rake Dr was repaired. Gravel replenishment for both locations will take place within the next few weeks.

Granite Replenish Project – At the May 13,2024 meeting the board approved additional tonnage of granite to complete the project in the below areas. Walk-through inspections and punch lists have been completed for Hohokam, Sunset Ridge, Wildlife Ridge Parks and Woodshade Trail.

- Common areas bordering Innovation Park Drive between Rancho Vistoso Blvd & Tangerine
- Common areas bordering the perimeters of Bella Vista, St Andrews Ph1 & Ph2
- Eastern corner of Innovation and Rancho Vistoso Blvd
- Common areas tracts at Horizons & Vistoso Heights
- Common area tracts bordering streets (W Moore Rd, Rancho Vistoso Blvd, Arrowsmith, and Woodburne Ave) throughout neighborhood 7
- Wildlife Ridge Park
- Hohokam Park
- Sunset Ridge Park
- Woodshade Trail – Sunset Ridge Park to Rancho Vistoso Blvd
- Big Wash Park

2024 Projects- Bids are being solicited for concrete repairs for common areas throughout the community and two areas within Siena. Once we receive three bids from qualified vendors, copies will be presented to the board for review and consideration.

Tennis Court Resurface Project – Received signed contract from APEX and waiting for a scheduled date from the contractor. New nets for both courts have been ordered. Bids for the windscreens will be considered by the board at the May 30<sup>th</sup> meeting.

Asphalt repairs for the 27 Mile parking pad are on hold until the drainage project is completed.

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### ➤ Erosion Projects

Big View Ct. Channel – VCA received approval from the Town of Oro Valley to proceed with repairs per the engineering designs. Bidders have met with WLB, for final details. Out of five vendors only two indicated interests and will be submitting proposals within the next few weeks. We are presently seeking a third bid.

27 Mile – The Town of Oro Valley has reviewed the design plans and has provided a list of questions which have been forwarded to WLB for a response. Total Maintenance Erosion Control has been advised on the progress and continues to show interest in the project.

Once all questions have been addressed and VCA receives approval to proceed we will request Total Maintenance Erosion Control to update their estimate.

Bridal Veil – The Town of Oro Valley has reviewed the preliminary plans for this project and has presented questions for Tracy Bogardus to address. The Town of Oro Valley is pleased to see the current direction of improvement for this drainage channel.

### ➤ Builder Transitions

The Town of Oro Valley still holds the Pulte bond for the west side of Moore Loop Road near the Valley Vista neighborhood. A request has been made to have Pulte clean up the right of way in this location.

The VCA Board will be reviewing the final agreement between Mattamy and the association for turnover of the Moore Loop Park.

### B. Financial Report of the Association – Board Treasurer Joe Affinati provided a written report that can be found on the association website and provided an overview of the cash position of the association as of April 30, 2024.

- The Operating Fund balance as of April 30, 2024, is \$792,852. This is adequate to meet current and foreseen cash needs.
- The Reserve Fund balance is \$4,327,506.
- The liquidity of the association is strong to meet ongoing association needs.
- The account receivable balance is \$164,975.
- Total income for the month of April is \$211,805 which is \$4,456 over budget.
- Total expenses for April are \$244,798 which is \$14,294 over budget.
- A monthly contribution of \$66,667 was made to the reserve fund.
- Reserve expenses for the month of April were \$12,100.
- Reserve Investments managed by Morgan Stanley as of April 30:
  - Cash and Equivalents \$ 15,614
  - Savings & Time Deposits \$ 38,637
  - ETFs and CEFs \$ 51,767
  - Municipal Bonds \$ 39,316
  - Corporate Fixed Income \$ 139,875
  - Government Securities \$ 1,218,235
  - Certificates of Deposit \$ 1,811,829
  - Mutal Funds \$ 234,599
  - Net Unsettled Purchases/Sales \$ -----
  - Total \$ 3,549,871
- Siena's operating fund balance year to date is \$5,828 and the reserve fund year to date balance is \$245,594.  
***A motion was made by Barbara Stough and seconded by Rob Feltesi to accept the April 2024 Treasurer and Financial Reports. The motion was approved unanimously.***

### C. Landscape Report – Anthony Munzo from AAA Landscape reported on the following items:

- Turf transition has been completed for parks and irrigation has been adjusted.
- A mainline irrigation leak was repaired north of the Tangerine monument along RVB.
- Gate valve by the Oro Valley Sub-station was replaced under warranty.
- Post-emergent application for weeds is ongoing.
- Pre-emergent application has been completed.

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**D. Project Administration & Proposals** - Anthony Martin, Project Coordinator provided a project update. Report is posted on the community website.

1. Desert Fairway Solar Controller

The board reviewed and discussed AAA Landscape proposal to install two hybrid Hunter 6 Station Clocks with solar panels along Desert Fairway. This will complete the irrigation repair project scheduled in this location for this year.

***A motion was made by Matt Wood and seconded by Joe Affinati to approve the AAA Landscape proposal for two solar controllers at a cost of \$4,543.34 to be installed on Desert Fairways. The motion was unanimously approved.***

## VII. COMMITTEE REPORTS

Committee Chairs provide written reports prior to the meeting and copies are distributed to the board and members for review.

**A. Architectural and Landscape Review Committee** – No questions

**B. Communication Committee** – No questions

**C. Compliance Committee** – No questions

**D. Finance Committee** – No questions

**E. Nominating Committee** – No report

**F. Governing Documents Committee** - No questions

**G. Parks & Landscape Committee** – No questions

## VIII. OLD BUSINESS

### A. Streetlights

Anthony Martin from AZ Project Solution updated the board on the price of copper received from salvage companies in the Tucson area. Mountain Power Electric contractor is to provide the labor and material costs to pull the copper from the streetlight wiring system.

## IX. NEW BUSINESS

### A. Recreation Facility Proposals

Jonathan Cooper from Third Degree presented the following proposals.

1. Replace Hohokam Tennis Court Windscreens & Bench Shades

***A motion was made by Rob Feltes to replace two of the windscreens on the east and west sides of the court and the bench shades at the Hohokam tennis courts. The motion unanimously passed.***

2. Replace Hohokam Park Playground Equipment Panels

***A motion was made by Matt Wood and seconded by Rob Feltes to approve the Third Degree Recreation proposal to replace the three broken playground panels at Hohokam Park at a cost of \$5,850. Motion was unanimously approved.***

3. Playground Chip Replenishment

***A motion was made to accept Third Degree Recreation proposal to replenish playground wood chips at Hohokam Park (\$3,995), Somerset Park (\$4,595), and Sunset Ridge Park (\$6,737). Motion passed unanimously.***

### B. Appointment of Finance Committee Chair

***A motion was made by Matt Wood and seconded by Barbara Stough to appoint Joe Affinati to serve as Finance Committee Chair. The motion was approved unanimously.***

### C. Builders Rights & Annexation Proposal

***A motion was made by Matt Wood and Joe Affinati to approve CHBD proposal up to \$3,500 for title search and up to \$10,000 for legal review and data compilation to identify all properties annexed to the Master Association and tracking the transfer of declarant rights for the various parcels over the years. Motion passed unanimously.***

### D. Venture West/Water Supply for Livestock

***A motion was made by Matt Wood and seconded by Rob Feltes to approve the revised license agreement to sunset in providing water to livestock on June 30, 2025. Motion was unanimously approved.***

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**E. Moore Loop Park Transition**

*A motion was made by Matt Wood and seconded by Barbara Stough to approve the Moore Loop Park Transition agreement with Mattamy Homes. Motion passed unanimously.*

**F. Revised Governing Documents Committee Charter**

*A motion was made by Matt Wood and Joe Affinati to approve the revised Governing Documents Committee Charter. Motion was unanimously approved.*

**X. Next Meeting** – The next meeting is tentatively scheduled for Thursday, June 27, 2024, at 5:30 P.M.

**XII. ADJOURNMENT** – *A motion was made by Matt Wood and seconded by Joe Affinati to adjourn the meeting at 6:26 P.M.*

  
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Vistoso Community Association Secretary

  
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Date